

You can edit this text, use this as a guide, for either sending an email or having a discussion with your leader in order to gain their approval or support to attend the Rise and Renew Retreat.

Subject: Rise and Renew Retreat, Ubud, Bali – attendance approval request

Dear (your boss's name)

I recently came across a three-day Mindset and Leadership Retreat for Female Leaders that I believe would be valuable for me to attend. It's being held in Ubud, Bali, from the evening Tuesday evening on the 18th November to Friday 21st November 2025.

It's being hosted by a leadership and middle management expert: Sally Foley-Lewis, and mental health expert Amanda Lambros

You can check Sally's LinkedIn profile here: <https://www.linkedin.com/in/sallyfoleylewis/> and you can check Amanda's profile here: <https://www.linkedin.com/in/amandalambros/>

You will see they are both highly regarded experts in their fields and have exceptional thought leadership in their respective fields.

Participants will experience profound personal growth through a combination of mindset, leadership, personal and professional development activities and exercises. Each day is designed to challenge any existing unhelpful mindsets, encourage self-discovery, and foster authentic connections with like-minded individuals. In the tranquil environment of Ubud, free from distractions, participants gain the space and perspective needed to reimagine their leadership brand so they can approach challenges with renewed energy.

All sessions have been carefully curated to blend mindfulness practices, leadership training, and personal development workshops, all led by two of Australia's leading expert facilitators who are dedicated to helping participants unlock their full potential. This retreat is offering the tools and insights needed to navigate the complexities of modern leadership with clarity and confidence.

The retreat will help me:

- Broaden and strengthen my leadership.
- Amplify my self-awareness and deepen my self-leadership.
- Improve my communication and executive influence skills.
- Enhance my technical skills such as delegating and critical and feedback conversations.

- Gain diverse views, experiences, through networking with others from diverse industries and thinking.
- Equip me with the resources to be an even more resilient and mentally healthy leader.
- Challenge assumptions.
- Maximise my confidence and influence as a leader.

Here is a link to the retreat so you can find out more: <https://riseandrenew.com.au/>

Attendance at this retreat will mean an investment to cover the ticket price, they are offering early bird and reduced price to bring a friend/colleague, flight, entry fees into Indonesia.

I hope you'll give your approval for me to attend this retreat. I believe it will be valuable in helping me perform my job better as I learn more about effective management and leadership and wellbeing which in turn provides a return on investment for our organisation.

Thank you for considering my request, and let me know if you'd like to discuss this.

[Your name]